

OKLAHOMA GOVERNOR'S COUNCIL FOR WORKFORCE AND ECONOMIC DEVELOPMENT
YOUTH PROGRAMS COMMITTEE

State Workforce Youth Council

Meeting Date: February 1, 2019

Meeting Time: 10 a.m. to 12 p.m.

Meeting Location: Oklahoma State University-Oklahoma City
900 N. Portland, Oklahoma City, OK
BT 304A, Business Technologies Bldg., 3rd floor

AGENDA

Welcome & Introductions	Steve Shepelwich, Co-Chair Cecilia Robinson-Woods, Co-Chair	10:00am – 10:10am
Review of October 12 Meeting Minutes (Vote for approval)	Co-Chairs	10:10am – 10:15am
Governor's Council & transition updates	Steve Shepelwich	10:15am – 10:30am
Discussion on committee priorities and strategic vision for 2019	Co-Chairs	10:30am – 11:00am
Guest Presentation from Junior Achievement of Oklahoma	Mary Thomas, Program Manager of OKC Region	11:00am – 11:30am
Roundtable discussion of Preliminary Oklahoma Talent Pipeline Report	Co-Chairs	11:30am – 11:50am
Old Business New Business	Co-Chairs	11:50am – 12:00pm
Adjourn Next Meeting April 5, 2019	Co-Chairs	12:00pm

ATTACHMENTS

- October 12, 2018 Meeting Minutes (Draft for approval)
- Junior Achievement Student Success Presentation (PowerPoint)

GUEST SPEAKERS

Mary Thomas, Program Manager of OKC Region, Junior Achievement of Oklahoma



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ATTENDEES

Steve Shepelwich, co-chair	Federal Reserve Bank of Kansas City
Cecilia Robinson-Woods, co-chair	Millwood Public Schools
Curtis Calvin, member	OETA
Francie Moss, member	Upward Bound, OSU-OKC
Greg Hall, member	Youth Advocate
Karen Davidson, member	Southern Workforce Board
Kerry Manning, member	Southern Workforce Board
Lance Allee, member	Oklahoma CareerTech
Lester Claravall, member	Oklahoma Department of Labor
Marissa Lightsey, member	Oklahoma State Department of Education
Norma Noble, member	Youth Advocate
Renee Sansom, member	OK Department of Rehabilitation Services
Robert Greenlaw, member	KimRay
Tracy Keeley, member	Oklahoma Insurance Department
Chelsea Hunt, guest	Oklahoma State Department of Education
Darrell Strong, guest	OETA
Emmit Grayson, guest	Oklahoma Office of Workforce Development
Mary Thomas, guest	Junior Achievement of Oklahoma
Michael Carter, guest	Oklahoma Office of Workforce Development
Darcee Simon, staff	Oklahoma Office of Workforce Development
Jeane Burruss, staff	Oklahoma Office of Workforce Development

MEETING MINUTES

Welcome & Introductions

Cecilia Robinson-Woods, co-chair of the Youth Programs Committee, welcomed attendees. She welcomed and introduced Steve Shepelwich as the new co-chair of the committee. Steve thanked Cecilia for the welcome and asked everyone to introduce themselves.

[Due to the presenter's schedule, the presentation from Junior Achievement of Oklahoma was moved up in the meeting agenda]

Guest Presentation from Junior Achievement of Oklahoma

Mary Thomas, Program Manager – OKC Office of Junior Achievement of Oklahoma, thanked the committee for their time and allowing her to share more about Junior Achievement. She shared a PowerPoint presentation that offered an overview of Junior



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Achievement's Mission to empower young people to own their economic success through the content areas of work readiness, financial literacy, and entrepreneurship. Mary shared videos and student stories to demonstrate the state impact in Oklahoma and demonstrated sample curriculum from their Middle and High School programs that align with ICAP requirements. The Oklahoma City and Tulsa Junior Achievement offices are able to cover the state with services and access to the curriculum through partner schools and volunteers. Mary also explained the insurance offered by Junior Achievement of Oklahoma for student internship experiences.

Robert Greenlaw asked how companies can be involved and if they need to develop relationships with schools prior to connecting with Junior Achievement. Mary responded that they are more than welcome to build on existing school relationships, but that JA is also able to coordinate introductions with their school partners. Robert asked if it's possible to observe JA sessions in order to figure out how his team can become more involved. Mary suggested that there are upcoming job shadowing opportunities that would be a great way to do that. Steve asked Mary about barriers to expanding the programs. She said that volunteer capacity and student internship experiences are the biggest needs for the program to be impactful. Steve thanked Mary for coming and sharing with the committee.

Steve asked the committee members to continue to share their thoughts about types of resources and presentations they'd like to see more of during the meetings.

Approval of October 12, 2018 Minutes

Steve asked for a motion to approve the October 12, 2018 meeting minutes. A motion to approve the minutes was made by Robert Greenlaw and seconded by Karen Davidson. The motion passed unanimously.

Governor's Council & Transition Updates

Steve emphasized the importance of the Youth Council in the mission and priorities of the Governor's Council for Workforce and Economic Development. He noted our current environment of low unemployment, a skills gap and employers seeking skilled workers. Youth are an important part of the workforce pipeline that employers need seek during this type of economic climate. He also mentioned low labor force participation rates and the challenge of re-engaging individuals in the workforce, especially opportunity youth (ages 16-24) to improve labor participation in Oklahoma.

Steve reviewed the committee structures of the Governor's Council including Career Pathways and Healthcare Workforce Committees while challenging the Youth Programs Committee members to seek to align priorities and efforts alongside work among other Governor's Council committees.

Steve also shared that there are many good programs happening around the state. The Reach Higher initiative from the State Regents for Higher Education was shared at the last Governor's Council meeting to provide a pathway for individuals to complete their college degrees. He discussed state priorities around work-based learning via internships and apprenticeships. He also discussed the annual Career Expo week that happens every fall. Steve emphasized the role of the Youth Programs Committee in supporting these types of programs across the state. He extended the invitation for all Youth Programs Committee members to attend any of the Governor's Council meetings throughout the year. Greg Hall asked about turnover on the board related to the transition of the new Governor. Steve responded that Nathaniel Harding is the current chair and there have been a few changes in membership, but he does not believe that they're related to the new administration. He emphasized the continuity of the membership of the council and their role in advising the governor. Steve expected that further clarity and conversations around the new administration's priorities would be forthcoming. Cecilia added that the most recent meeting began with a reception for the new Secretary of Commerce and Workforce Development, Sean Kouplen. She noted their emphasis on attracting new businesses to the state and the need for a "boots on the ground" perspective to make recommendations for policy and engaging out of school youth in the workforce.

Marissa Lightsey asked a clarifying question about out of school youth vs. in school youth as it relates to ICAP requirements. Cecilia responded that the conversation in the committee began with a focus on out of school youth and the challenges of locating them and aligning database information across agencies. Marissa responded that her understanding of main issue is that the State Department of Education's system does not use a student's social security number as the identifier. Outside of that, the system is able to track employment and post-secondary education (including college and CareerTech).

Cecilia noted that the conversation was transitioning to the next topic and asked if there were any further questions about the Governor's Council and Youth Programs Committee transition. Curtis Calvin asked about the work of Ed Long at the last meeting and the results of the discussion on the vision of the committee. Steve referenced the meeting minutes and the update that he shared with the Governor's Council from that

meeting. Curtis asked if there would be a follow-up report from Ed and Steve responded that he wasn't asked to provide a report to the committee. Steve suggested going back to the minutes to streamline and synthesize that discussion.

Toni Pickle asked about the administrative structure and oversight of Oklahoma Works and if they were now reporting to Brent Kisling, the new Executive Director at the Department of Commerce. Darcee Simon responded that the Office of Workforce Development was still under the administrative entity of OSU-OKC at this time. She noted the change in the Secretary's title from Education and Workforce Development to Commerce and Workforce Development. Steve added that Brent is responsible for Commerce but that the Office of Workforce Development is separate from Commerce. Toni praised Brent's role and impact with Northwest Oklahoma Alliance and Northwest Hires. Cecilia asked if there were any charts or resources to categorize the list of workforce agencies and partners. The committee agreed that something like that would be very helpful. Norma Noble mentioned the state plan as a good resource for that information.

Discussion on Committee Priorities and 2019 Strategic Vision

Steve thanked the committee for their engagement in the strategic discussion at the previous meeting and asked for input from that conversation. What is the role and purpose of this committee? Marissa referenced her benefit of using the committee as a focus group to troubleshoot ICAP ideation challenges and bounce new ideas off of the diverse stakeholders represented. As ICAP continues in implementation, she envisions using the Youth Council as a think tank to navigate challenges and provide feedback to improve programming.

Robert raised the question of who is the customer and what does success look like for the committee. He noted the importance of having a tangible, narrow focus based on the name and nature of the group. He asked if the group would be focusing on both in and out of school group. Robert suggested that ICAP may be the means of focusing on in-school youth and stated an interest in reprioritizing the group's focus on out of school youth. Robert noted that the committee may be able to advise and support not only the governor, but other state leaders as well.

Cecilia offered the perspective of school districts who are beginning to implement ICAP and the needs that they will have for support and resources. She shared her motivation to begin career awareness at the elementary school level as a means by which the out of school population of students will reduce because students are more engaged and have more access to opportunities to plan their futures. She expressed a goal for the

group to present and share resources at state conferences for superintendents. The committee can connect support and resources with the schools who may not know how to access them. Renee Sansom agreed with Cecilia's point, noting her challenges to bring free programs and resources into schools. Tracy Keeley added her own experience as a school librarian and current role cultivating resources and sharing them with schools. Steve reiterated the importance of access to schools through school leadership and superintendents as well as the need to connect best practices across the state.

Marissa asked if the committee would consider adopting a few problems of practice to focus on at each meeting to collaborate on strategizing around big challenges, such as data. She noted that these types of issues may be roadblocks for many stakeholders and while there may be work going on around them, it's helpful to talk about them more collaboratively.

Steve mentioned that the committee needs to look at how we organize ourselves to assess the focus of committees and ensure the relevance of our work. He asked if there are any other perspectives outside of schools and state agencies that should be considered. Kerry Manning stated her previous understanding that the Youth Programs Committee would focus on in-school youth and that the Career Pathways Committee would prioritize out of school youth. That was the reason she understood the High School Equivalency subcommittee had moved. Lance Allee suggested that there could be a HSE subcommittee for both committees. Curtis offered the idea of a subcommittee that focuses on out of school youth that includes locating and connecting them to school and employment.

Robert spoke of the Character subcommittee and his satisfaction in completing the work. His vision of a subcommittee is that there is a specific mission and then the work is complete and not necessarily perpetual. Steve suggested that the ICAP subcommittee would also be complete in terms of its original focus and intention. Steve asked about the committee member's thoughts on the decision-making process for surfacing, assessing, and selecting ideas. He referenced the bylaws of the committee and the need to review and potentially update them to reflect alignment with the decision-making process of the committee.

Cecilia suggested a frame for meeting going forward that would include a presentation related to state best practices or a discussion and collective thinking time around problems of practice in the first hour of the meeting. The second hour of the meeting would entail subcommittee work time. Steve added that we would identify the needs and goals of our subcommittees to have a focused and specific scope of work for how

that time can be best spent. Cecilia offered a starting point for the next meeting of identifying existing resources to frame the work.

Robert expressed an interest in hearing more about out of school youth to learn about their motivations, how to locate them and what promising practices exist to support them. Steve agreed that this would be a good focus for the next meeting. Norma Noble added the importance of understanding rural/urban differences in working with outreach youth as well as understanding them in relationship to the system (foster kids, aged out kids, etc.). She emphasized the need to identify existing pots of opportunity youth in our state to begin to connect the work and continue the conversation. Toni Pickle mentioned research that was conducted by the superintendent of Western Heights, Joe Kitchens, on cohort groups of students who were not attending school. She wondered if it would be possible to access that information and learn more about the study. Marissa mentioned research through the New Skills For Youth grant and the challenge from SDE to identify and reach students who are no longer attending school. She reiterated the challenge of having multiple state data systems that are not able to communicate. Curtis shared that there are resources available through the American Graduate Initiative that have been produced by PBS station partners that answer many of these questions and tell the story of what's going on in a way that was designed for groups like the Youth Programs Committee. He offered to share those resources with the group and Cecilia asked him to present these at the next meeting. Curtis also mentioned how it's been helpful to work with committee members to bring this national initiative to Oklahoma including the Office of Workforce Development and other community partners.

Steve asked if there were any other updates from the subcommittees. Marissa shared that ICAP is in the process of finishing the second pilot year – there are 34 sites and 74 school districts. The districts have been working to focus on identifying best implementation strategies across urban and rural communities. The State Department of Education just finished hosting the Student Success Summit, January 17-18, with over 300 attendees. One day was dedicated to schools and teachers who were primarily not ICAP pilots and the second day focused on business and community partners. Marissa recognized Chelsea Hunt's work in organizing the summit. Chelsea added that the priority is to ensure ICAP sustainability and prepare districts for implementation. Marissa noted that the pilot will end in May and full implementation begins in August. Cecilia suggested that the subcommittee can still work to support ICAP implementation by gathering resources for school districts, such as area one-pagers. Norma suggested that the subcommittee may also be able to help identify data points for evaluation and tracking of the effectiveness of ICAP.

On behalf of the Career Ready Schools Subcommittee, Lester shared his support of using some of the Youth Programs Committee time to meet in subcommittees. He has found that time to be very productive in the past. The subcommittee is trying to identify metrics to show career-readiness at the school level. An example is soft skills which are now recognized by the Department of Labor as well as a long-term preparation and mindset of being oriented toward thinking about safety and making it a habit. He mentioned that a 4-year study with OKCPS in partnership with the state Department of Labor will be complete in October. The study aims to integrate curriculum into fundamentals of technology and develop a statewide model. Cecilia noted that the idea for developing a framework for career-ready schools began with Superintendent Hoffmeister and the State Chamber to label and measure what schools can reasonably be held accountable for. The conversation started to give businesses a way to view schools differently and to manage the expectations of what schools are responsible for. The idea of this designation was modelled after the TESET program for healthy schools. There are many good programs and efforts, but the state needs a stronger umbrella or a framework to connect and bring them all together.

Robert added to his earlier report from the Character committee that two schools were recognized last week as state schools of character – Roosevelt Elementary in Pryor and Sadler Arts Academy in Muskogee. They are both now competing for national schools of character and will be honored at the state capital and luncheon this fall. There are 8-10 schools looking to apply in the 19-20 school year.

Roundtable Discussion of Preliminary Oklahoma Talent Pipeline Report

Steve shared the preliminary Oklahoma Talent Pipeline Report that was shared at the last Governor's Council meeting. He said the gist of the report is that we're running out of people in Oklahoma. There is a disconnect between the number of people and skills needed and our future job projections. This report provides background for managing the state's critical occupations. He noted that the recommendations on the last page of the report are being reviewed and considered by the council. He asked the committee to look for connections in the recommendations for how if at all the committee should use this data to inform future conversations and priorities. A point that jumped out to Steve was around implementing skills-based hiring practices and focusing more on the demonstration of skills rather than aptitude testing. Robert said that KimRay is using more simulations and role plays in their hiring process. Cecilia said that she will have prospective teachers spend time with classes and demonstrate lessons. Tracey added that there is a writing component for jobs at the Insurance Department.

Toni asked that the report and the Junior Achievement presentation be emailed out. Darcee agreed to distribute the materials, noting that the Talent Pipeline Report is still being approved and that she will send out the executive summary/presentation that was shared with the group at the meeting. Steve asked Darcee to also send out the Youth Council by-laws for member review.

Old Business

None.

New Business

None.

Next Meeting

Friday, April 5th at 10am

Oklahoma State University – Oklahoma City Campus

Business Technologies Building, 3rd Floor, BT304A

Adjournment

The meeting adjourned at approximately 11:44am.

*Respectfully submitted,
Darcee Simon*



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